

User notes:

- Information available:** This form can be used to obtain vehicle or trailer ownership details.
- Purpose of information:** Applications may only be made for law enforcement purposes (i.e. to enforce an offence or to recover a fine in connection with parking offences). Applications are not permitted in respect of civil claims.
- Who can apply:** Only the following applicants may apply: (1) local councils or (2) organisations which can demonstrate they are authorised by legislation to enforce parking offences. In NSW such an organisation must be a declared organisation under Schedule 2 of the Road Transport (General) Regulation 2021. Applicants with DRIVES24 must not use this form unless the request is for an evidentiary certificate.
- Email address:** Transport for NSW (TfNSW) will only release information to a workplace email address. The email address on this form must be the same as the sender's email address. A personal email address cannot be used.

1. Applicant details

Applicant name (full legal name of organisation)

Applicant address

Postcode

Confirm the applicant's jurisdiction

NSW ACT NT QLD TAS VIC WA
 SA Commonwealth

Authorised officer name

Authorised officer position title

Authorised officer phone number (work)

Authorised officer email (work)

Manager/supervisor name

Manager/supervisor email (work)

2. Requested information

Name/address of registered operator of a vehicle/trailer
(note that no other information can be released)

State the relevant date your enquiry relates to

Do you require this information in the form of an Evidentiary Certificate under s.257 of the *Road Transport Act 2013 (NSW)*?

Yes No

(Note: an evidentiary certificate is only relevant if you need to prove ownership in Court)

3. Offence

Confirm the information requested is solely to enforce a parking offence

State the name and section of the Act which creates the offence the applicant is enforcing

4. Details of vehicle/trailer

Complete the following as relevant for each vehicle or trailer of interest

Vehicle make/model

Vehicle/trailer plate number

Vehicle VIN or frame number (if known)

5. Declarations

5.1 Access Purpose

I certify that the requested information is reasonably necessary for the following purpose under s.23(5)(a) of the *Privacy and Personal Information Protection Act 1998 (NSW)* ("PPIIP Act")

Tick to confirm

To enforce an offence (e.g. issue a penalty notice, prosecute an offence, enforce a fine or judgement for an offence)

Applicant is authorised under legislation to enforce the parking offence

5.2 Indemnity

Transport for NSW relies on the accuracy of the information in this application and the applicant indemnifies TfNSW against any claim of breach of privacy where TfNSW has released personal information in reliance on information provided by the applicant which was false or misleading.

5.3 Authorisation

I confirm that I am authorised to make this application on behalf of the applicant and that the contents of this application are true and correct.

Signature of authorised officer of applicant

Authorised officer name


Date

Day / Month / Year


How to lodge this form

Email: info@transport.nsw.gov.au

Fees & payment

 fees are payable for each vehicle/trailer

 refer to nsw.gov.au for current fees

 complete [Form 5623](#) credit card payment slip or pay in person at a Service NSW centre.

Personal Information Collection Notice

Transport for NSW is committed to protecting your privacy and ensuring your personal and health information is managed according to law. Find out why we collect your personal information, including how we use and manage it, by reading our privacy statement at transport.nsw.gov.au or phone **13 22 13** to request a copy.